|  |  |  |  |
| --- | --- | --- | --- |
| Job Title: | Speakers Bureau Coordinator | Position Type: | Volunteer |
| Reports To: | Education Chair |  |  |
|  |
| Role and ResponsibilitiesPrimary duties include:* Maintains the Speaker List
* Will be point of contact for WAMSS Members to send Speaker information to
* Will work with Chapter leadership on their upcoming education needs
* Work with Conference Planning Chair for Speakers at Annual Conference

Secondary duties would also include participation in the Speakers Bureau conference calls, expansion of the list to include topics of interest from the chapter members, review guest speaker feedback from past conferences, query other states for education ideas.Qualifications and Education RequirementsActive WAMSS membership. |